

# Town of Frederick Board of Trustees



Eric Doering, Mayor

Sue Wedel, Mayor Pro Tem  
Liberta Hattel, Trustee  
Amy Schiers, Trustee

Tony Carey, Trustee  
Gerry Pfirsch, Trustee  
Jim Wollack, Trustee

**AM 2009-036**

## Approval of the Recommended University Scholarship Recipient

**Agenda Date:** Town Board Meeting – April 28, 2009

**Attachments:**

- a. Ordinance #949
- b. Scholarship Application Document
- c. All four student applications with names removed to protect the integrity of the review and selection process

**Fiscal Note:** See Financial Considerations

Maissa L. Luman  
Finance Director

**Submitted by:** [Signature]  
Town Administrator

**Approved for Presentation:** [Signature]  
Town Administrator

**AV Use Anticipated** Projector \_\_\_\_\_ Laptop \_\_\_\_\_

### **Certification of Board Approval:**

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Date

### **Summary Statement:**

Ordinance #949, enacts the Town's program for the distribution of university scholarship funds and outlines the requirements for the application and award of the funding. The ordinance requires that each year an application review committee meet to formulate a recommendation of award for the consideration of the Board of Trustees.

### **Detail of Issue/Request:**

Ordinance #949, establishes the qualifications each candidate needs to meet in order to apply and describes the criteria with which each application will be evaluated. The ordinance also describes the make up of the Scholarship Review Committee. This year, this Committee consisted of Eric Doering

(Mayor), Derek Todd (Town Administrator), Jim Sundberg (Frederick High School Principal), Mike Hattel (Frederick resident), and Brion Stapp (local business leader, Stapp Interstate Toyota).

To protect the integrity of the review and selection process, the names are removed from the applications and any other documents supplied by the applicants. Several days in advance of the review, the Committee received copies of the submittals along with a copy of the application template and ordinance. The Committee then met on Thursday, April 16 to review the application process and to discuss their review of the submitted applicant materials.

Regrettably, even after advanced notification and several follow-up discussions with FHS staff to request that applications be distributed to all interested students, the Town only received applications from four (4) students, with all four being female. Even though the ordinance directs that one scholarship should be awarded to a female and one to a male, there will only be one scholarship recommended for award this year.

After a careful review and discussion of the student essay, the letters of recommendation, high school transcript, and ACT score of each student; the Scholarship Review Committee came to a unanimous conclusion in recommending one of the four applicants to the Board of Trustees for award of the scholarship. Since the names have been removed from the application materials, the student recommended as the award recipient will be identified by the date in the bottom right corner of the submitted application: "03-13-2009". This student currently holds a weighted GPA of 4.208 and received an ACT score of 27. A check of accuracy has been conducted regarding the substance of this student's application materials and verified as correct by the FHS Administration.

#### **Legal/Political Considerations:**

[None noted]

#### **Alternatives/Options:**

- Option A: Approve the recommendation of the Scholarship Review Committee.
- Option B: Select a different qualified student applicant to receive the scholarship award.
- Option C: Do not award a scholarship at this time.

#### **Financial Considerations:**

\$8,000 is budgeted in the Oil Royalty Trust Fund for the year 2009 to cover the scholarship payments for this recommendation as well as the Town's previous scholarship commitments. Payment is made directly to the university upon proof of eligibility as stated in the ordinance.

#### **Staff Recommendation:**

Approve the recommendation of the Scholarship Review Committee.